

Barley with Wheatley Booth Parish Council (BPC)

Minutes of the Meeting of the Council held on Wednesday 13<sup>th</sup> September'23 at the Village Hall

**Present:** Cllr. D. Heap (Chair) Cllr. D. Goldsbrough Cllr. L. Hunt Cllr. J Connor  
Cllr. J Harthan Cllr. L. Rushworth Cllr. G. Grimshaw

**In Attendance:** C A Heap (Clerk & RFO) **Public:** None

1.	<b>Apologies:</b> None	<b>Absent:</b> None																																																
2.	<b>Councillors Declaration of Interest - None</b>																																																	
3.	<b>To Approve the Minutes of the Council Meetings held on 9<sup>th</sup> August 2023.</b> It was <b>RESOLVED</b> that the Minutes of the meetings should be <b>APPROVED</b> and that the Chair sign them as a correct record.																																																	
4.	<b>Public Participation:</b> None																																																	
5.	<b>Financial Matters:</b> The following payments were approved / ratified for payment:																																																	
	<table border="1"> <thead> <tr> <th>August</th> <th>Expenditure</th> <th></th> </tr> </thead> <tbody> <tr> <td>16</td> <td>Octopus Energy Electricity</td> <td>66.12</td> </tr> <tr> <td></td> <td>UU Water Toilets July-Aug</td> <td>194.58</td> </tr> <tr> <td>22</td> <td>Park with Ease</td> <td>379.52</td> </tr> <tr> <td>22</td> <td>Village Green Embank Grass cutting P. Blackwell</td> <td>130.00</td> </tr> <tr> <td>5 Sept</td> <td>RFO Gratuity Audit</td> <td>88.00</td> </tr> <tr> <td>5</td> <td>PFK External Auditor</td> <td>504.00</td> </tr> <tr> <td>12</td> <td>Xmas Star Blachere</td> <td>204.60</td> </tr> <tr> <td>12</td> <td>RFO Travel Xmas Star- Playground</td> <td>73.40</td> </tr> <tr> <td>12</td> <td>Amazon Printer Ink RFO</td> <td>34.95</td> </tr> <tr> <td>12</td> <td>Lloyds Jones Toilet Supply</td> <td>145.91</td> </tr> <tr> <td>12</td> <td>Lloyds Jones Toilet Supply</td> <td>35.39</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	August	Expenditure		16	Octopus Energy Electricity	66.12		UU Water Toilets July-Aug	194.58	22	Park with Ease	379.52	22	Village Green Embank Grass cutting P. Blackwell	130.00	5 Sept	RFO Gratuity Audit	88.00	5	PFK External Auditor	504.00	12	Xmas Star Blachere	204.60	12	RFO Travel Xmas Star- Playground	73.40	12	Amazon Printer Ink RFO	34.95	12	Lloyds Jones Toilet Supply	145.91	12	Lloyds Jones Toilet Supply	35.39													
August	Expenditure																																																	
16	Octopus Energy Electricity	66.12																																																
	UU Water Toilets July-Aug	194.58																																																
22	Park with Ease	379.52																																																
22	Village Green Embank Grass cutting P. Blackwell	130.00																																																
5 Sept	RFO Gratuity Audit	88.00																																																
5	PFK External Auditor	504.00																																																
12	Xmas Star Blachere	204.60																																																
12	RFO Travel Xmas Star- Playground	73.40																																																
12	Amazon Printer Ink RFO	34.95																																																
12	Lloyds Jones Toilet Supply	145.91																																																
12	Lloyds Jones Toilet Supply	35.39																																																
6.	<b>Planning Applications (PA) for Consideration &amp; Updates:</b> The Chairman confirmed there were no new PA's for consideration but updated as follows:  <b>Remedial Works to Embankment at Boothman Wood</b>  At Boothman Wood some of the material tipped on the site adjacent to Barley Road has recently been battered back so reducing the gradient of the embankment, a pond constructed without planning permission has been filled in and two unsightly structures (without planning permission) have been removed. There have been some improvements and so PBC will not be taking enforcement action. The Council <b>RESOLVED</b> to continue pushing for a drainage plan for the site to hopefully prevent future flooding of Barley Road. <b>Action: Chairman.</b>																																																	

Confirmed Minutes *Derek Heap.*

Date: 11 October 2023

	<p><b>Update on PA to construct 5 No New Dwellings at Whitehough (Outline) – APP/ E2340/W/22/3311290 - Inspectorate Decision – Appeal Dismissed.</b> The Chairman read the following report from the inspector.</p> <p>“The unacceptable effect on both the significance of the conservation area with regard to its setting and the safety of users by way of the proposed access arrangements are decisive. In coming to this view, I am mindful of the strong level of protection that is afforded to a heritage asset and the need for access to be safe. I have considered all matters that have been raised, but the benefits that would arise would not outweigh the harm caused by the proposal. For these reasons, I conclude that the proposal conflicts with the development plan when taken as a whole and there are no material considerations to outweigh this conflict. Therefore, the appeal should be dismissed.”</p>
<p>7.</p>	<p><b>Parish Maintenance &amp; Village Projects – Members to receive Reports &amp; Proposals</b></p> <p><b>Update on Playground Upgrade</b></p> <p>Following the public engagement meeting the two bidders were asked to amend their designs to include 3 swings, a climbing frame, and a see-saw as a minimum alongside the existing slide along with a supporting quotation. An issue has since developed regarding whether there is adequate space to fit 3 swings on the site and these are being raised with both bidders and PBC asked to give advice.</p> <p>The revised designs and quotations have been received and the information is being pulled together. The sub-committee is satisfied that it now has sufficient information available to convene an extraordinary meeting of the Council to consider:</p> <ul style="list-style-type: none"> <li>• <b>Both Designs</b> – Equipment provided, spacings and safety standards,</li> <li>• <b>Materials to be used</b> – Steel or timber frames (or mixed) and plastics,</li> <li>• <b>Safety Surfaces</b> – Carpet, Rubberised mulch or rubberised wetpour.</li> <li>• <b>Quality</b> – Feedback from site visits on workmanship and references,</li> <li>• <b>Warranties</b></li> <li>• <b>Price</b> – Value of project against budget allocated of £32k by the Council.</li> </ul> <p>It was <b>RESOLVED</b> to hold an extraordinary meeting of the Council on Monday 25 September. Briefing notes will be circulated by the Chairman before the meeting.</p> <p><b>Update on Works to Masonry Wall between Women’s Institute Garden &amp; Village Green</b></p> <p>Works to take down and rebuild the masonry wall adjacent to the Women’s Institute Garden on the car park have now been completed. The chairman reported that it looks very well and it now has a timber top with masonry edging to give a display shelf for the WI. The Council thanked Rod Statham, Mike Dodd and the volunteers who did the work. The expenses bill would be shared with Pendle BC although the Chairman had some concerns PBC might not pay their share. <b>Action RFO.</b></p> <p><b>Update on Repairs to Masonry Wall between Cabin &amp; Village Green</b></p> <p>The chairman reported that since the asset belonged to PBC then permission to undertake the works was necessary plus guidance upon their role. To date the Engineering Department of PBC had shown little interest and so the issue would be raised with a Council Director. <b>Action: Chairman &amp; Cllr. Grimshaw.</b></p>

	<p><b>P</b> <b>dwash Repair charges from Wallgate Ltd</b> – Dispute remains unresolved; Wallgate Ltd referred the matter to a director for consideration on 22 August' 2023.</p>
8.	<p><b>Traffic Issues, Turning Area, Car Park &amp; Planned Events</b></p> <p><b>Update on Resident Parking</b> – No update available.</p> <p><b>Events:</b> Christmas Fayre to be held on 10 December led by Barley Events Committee. Cllr Hunt (Chair of Events Committee) informed It will involve market stalls in the Village Hall, a Santa Parade to the grotto at the Bus Shelter on the Turning Area followed by the Barley to Bethlehem procession.</p> <p><b>Members are requested to support a proposal of full closure of the Turning Area on 10<sup>th</sup> December from 1600-2000Hrs for the Barley Christmas Fayre, allowing stalls to be established and the Bus Shelter used as a Santa's Grotto</b> Members approved the proposal.</p>
9.	<p><b>Barley Playground – Update on Maintenance Monitoring and Actions Cllr Harthman</b></p> <p>Cllr Harthan &amp; Heap had developed a playground inspection proforma and Cllr Harthan had used it to undertake a recent inspection which was shared with Councillors. The inspection would be carried out twice each month alternatively by Cllr. Harthan and Gouldsbrough. Members approved the proforma and inspection frequency.</p> <p>Cllr. Harthan proposed a future project to improve fence lines after the playground improvement works were completed and this was agreed in principle by members.</p>
10.	<p><b>Reports from Chairman</b></p> <p><b>Roles and responsibilities of individual Councillors</b></p> <p>A list of main tasks and responsibilities to be undertaken by the Council had previously been circulated to members with the intention to share the Council workload between members. A first draft list had also proposed listing which Councillor might be best suited to the tasks and responsibilities and this had been discussed at previous meetings. At the meeting held on the 9<sup>th</sup> August Councillors had agreed to the allocation of tasks and responsibilities.</p> <p>Since then, the Chairman had e-mailed information to each individual Councillor providing supporting information and contacts which they might need relevant to their role. All Councillors confirmed they had received the information provided and were now able to take on their roles. The Chairman said he would forward any matters to Councillors as and when they arose and provide any assistance required on request.</p> <p>Cllr Grimshaw volunteered to be the person checking the Council's accounts. <b>Action: RFO.</b></p> <p><b>Members are asked to consider whether they wish to make an application / bid to be included in the Coronation Tree Planting Project led by PBC.</b></p> <p>As part of the Kings coronation celebrations, grant funding has been made available for 2 specific sort of tree planting schemes to commemorate the event.</p> <ol style="list-style-type: none"> <li>1. The Planting of a new woodland 'Miyawaki style', which basically means the ground is completely dug over up to a metre deep, whips planted and the ground mulched, possibly with a protective fence. This method apparently achieves very high success rates due to the</li> </ol>

	<p>soil structure and aeration. These woodland types are generally the size of a tennis court of approximately 200m<sup>2</sup>.</p> <p>2. The planting of a community orchard using 'standard' mature fruit and nut trees</p> <p>DEFRA are overseeing the project and will only allow applications through the Borough Council who have asked the PC if they wish to be involved in the bid. It was RESOLVED to put the area above the car park forward to PBC for "Miyawaki style" planting as a first option and orchard planting above the village green second. <b>Action: Cllr. Goldsbrough.</b></p> <p>The Council <b>RESOLVED</b> to pay gratuities to The Pendle Inn and Tim Cartmel (£25) for their assistance whilst the toilet cleaner and gatekeeper were on holiday and to Nigel Dewhurst (£25) for electrical repairs in the toilet block.</p>
11.	<p><b>Proposal to Purchase Additional Xmas Decorations</b></p> <p>The RFO confirmed that a fourth Xmas star, for the Chapel, had been received and arrangements were required for an electrical connection.</p> <p>There was a discussion regarding the amount and type of Xmas decorations required with views expressed about attraction, overbearing, dark skies and the AONB.</p> <p>The Council agreed a budget of £3k for 2023 for purchase AND installation as follows:</p> <ul style="list-style-type: none"> <li>➤ Lights for the Village Hall Roof – Arrangements and cost sharing to be agreed with VH</li> <li>➤ Lights for the Chapel Roof - Arrangements and cost sharing to be agreed with Chapel</li> <li>➤ More Lights on the Turning Area – Coloured Tree lights and Bus Shelter Lighting</li> <li>➤ Solo Lights for Village Green – Agreed to illuminate a couple of trees next to river.</li> </ul> <p>The general view of members was that the Xmas lighting stock should be built up slowly.</p>
12.	<p><b>Clerk &amp; Financial Officers Report</b></p> <p>The current bank balance was £94,642.28 and after setting aside commitments, and reserves, the monies available for the Council to spend is £32k.</p> <p>The External Auditor reported that "the information provided is in accordance with Proper Practices" and they had no cause for concern. The "Notice of Conclusion of Audit" has been posted on the noticeboard and accounts and other audit documents on the website.</p> <p>The Cabin had accepted the increase in rent for the toilet / store room.</p>
13.	<p><b>Members to review and update (if necessary) the Parish Council's Grant Applications Policy &amp; Guidance Notes.</b></p> <p>Members <b>RESOLVED</b> to adopt the policy and guidance notes issued dated September 2023.</p>
14.	<p><b>Reports from Councillors &amp; Borough Councillor Reports</b></p> <p>Cllr Hunt asked Members if they had an interest in developing the Council's website to make it more interactive and community based. There was a positive response and Cllr. Hunt said he would be pleased to take this on as a long-term project and come back to the Council with some proposals. <b>Action: Cllr. Hunt.</b></p>
15.	<p><b>James Starkie Deceased</b></p> <p>Members of the Council were saddened to hear of the passing of James Starkie. He represented the villages of Roughlee, Barley, Newchurch and Higham for 12 years as a councillor for Pendle Borough Council and was Mayor of Pendle in 2018. He was a character and well known to many, and he supported the Council on many issues. The Council requested the Chair forward sincere condolences to the family.</p>
16.	<p><b>Date of the next meeting: Wednesday 11<sup>th</sup> October 2023</b> (agenda items by 5<sup>th</sup> Oct '23)</p>